



# **Rio Arriba County Detention Center (RACDC) POLICY 073: MENU PLAN**

---

In order to serve nutritious and varied meals to the inmates, the Rio Arriba County detention Facility shall develop a menu plan which complies with the recommended dietary requirements. All menus shall be approved by the administrator.

**Procedure:**

1. Food service staff shall be familiar with dietary standards and shall prepare meals that meet those standards.
2. The detention menu shall consist of:
  - a. day and the name of the meals to be served;
  - b. food items to be served at each meal;
  - c. the beverage to be served.
3. The menu shall be reviewed at least annually and approved by the administrator.
4. A file of all menus shall be kept by the food service staff.
5. The menu shall be posted in the kitchen.
6. The cooks shall prepare a traditional holiday menu for the following:
  - a. Easter;
  - b. Thanksgiving;
  - c. Christmas.
7. The cooks shall ensure that substitute menus or be as the same nutritional value as the originally planned menu.
8. The cook making a substitute meal shall document the changes and the reasons for the changes to the administrator.
9. Cooks are responsible for ordering all the food items in the menu.
10. Cooks shall keep an inventory of all food items.